



U.S. Department of Justice

*United States Attorney  
Middle District of Alabama*

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August 12, 2008

Dear Prospective Offeror:

The U.S. Attorney's Office for the Middle District of Alabama, invites your organization to submit a proposal for a speaker to provide training for law enforcement personnel, agents and analysts to use the internet as an investigative tool. Specifically on how to navigate the Internet's vast information sources and using the many software tools which are available to locate and retrieve information from the internet.

The proposal should be signed by an official authorized to legally bind your company and shall be submitted to the address below. Proposals must be received by close of business on August 19, 2008.

U.S. Attorney's Office  
Middle District of Alabama  
131 Clayton Street  
Montgomery, AL 36104

This proposal request does not commit the Government to pay for costs incurred in the submission of a proposal, or for any other costs incurred prior to the execution of a formal contract unless such costs are specifically authorized in writing by the contracting officer.

The contracting Officer assigned cognizance of this procurement is the undersigned. You are advised that the contracting officer is the only individual who can legally commit or obligate the Government to an expenditure of government funds should a contract result by reason of a response to the Request for Proposals.

All communications shall be directed to the undersigned who can be reached at (334) 551-1741.

Sincerely,

Joy Mathews  
Contracting Officer